Dear Faculty, Researchers, Staff, and Students,

The upcoming Fall semester is an extraordinary time as almost all of us return to campus and come together in person. The past year has brought us incredible challenges, which we faced together with resilience and care.

Our deepest gratitude to each of you for all that you have done during the pandemic. Although there is still much work to be done, the Fall brings incredible hope and an opportunity to work together to reopen our campuses successfully.
This training provides Columbia University faculty, researchers, staff and students with the information needed for safe activity as we return to a fully populated campus.

This module contains information about the following:
- Basic background about SARS-CoV-2 and COVID-19
- Return-to-campus protocols
- New daily routines
- What to do if you develop symptoms of COVID-19
- Step-by-step instructions for required protocols and where to go for help are outlined in the Resource Section at the end of the training

Additional information is posted on the COVID-19 Resource Guide for the Columbia Community. Please check it regularly for the most current information and additional details.
Stay Up to Date

The University’s response to the pandemic adjusts to changing conditions. Critical real-time updates are posted on the COVID-19 Resource Guide for the Columbia Community. Please check it regularly for the most current information and additional details on COVID-19 Protocol Updates.

https://covid19.columbia.edu
SARS-CoV-2 is a strain of coronaviruses that is new to humans and that causes the disease COVID-19.

The virus is spread primarily through the respiratory route, i.e. either droplets or aerosols, expelled through the mouth or nose by a person who is infected during coughing, sneezing, speaking, singing or breathing.

It is unlikely that transmission of infection can occur through contact (i.e. touching a surface contaminated by virus and then touching one’s eyes, nose or mouth.)
How does the University Adopt or Revise COVID-19 Guidance?

- CDC recommends broad, national guidance, which may be implemented locally.

- The University updates its policies only after New York State and/or New York City have implemented CDC guidance or issued their own requirements. The University must comply with state and city requirements.

- The University’s Public Health Work Group is continually monitoring the data and current trends (e.g., COVID-19 hospitalization and death rates, case numbers, data from Columbia’s testing program) to assess whether any changes are warranted to Columbia policies.
Columbia developed the ReopenCU App to enable compliance with state and University COVID-19 requirements.

Everyone who returns to campus must complete required protocols using the App:

- Upload Vaccine Documentation or Request Exemption
- Complete the daily COVID-19 Symptom Self-check
- Sign the Columbia Community Health Compact
- Complete this training

The App also includes compliance with COVID testing and training requirements.

The App generates either a “green pass” or a “red pass” based on the symptom self-check responses and whether other requirements, including vaccination, have been met.

The App is integrated with Columbia’s “Lenel” building access system. A green pass is required for entry.

It is available for download from the App Store for iOS devices and Google Play for Android devices.

You can find information about How to Download the App on the COVID-19 site and in the Resource Section at the end of this training.
Required Protocols for Returning to Campus

All faculty, staff, and students must follow these protocols

Download ReopenCU App
Get Vaccinated* and Upload Documentation
Read and Sign the Compact
Get Tested
Complete the Training
Wear A Mask Indoors
Follow Signage

*Or submit request for medical or religious exemption and follow additional protocols for masking and testing

Additional details on each of these protocols is provided in the following slides
COVID-19 Monitoring Plan

The Columbia University COVID-19 Monitoring Plan has four risk levels based on priority COVID-19 metrics for New York City and the Columbia campus. The risk level determines what key actions are taken to re-institute or lift certain safety measures.

Key thresholds for each metric were set to signal COVID-19 risk level

- **Lower Risk (Green)**
- **Low Risk (Yellow)**
- **Moderate Risk (Orange)**
- **Higher Risk (Red)**

Each risk level has key actions for re-institution or lifting of certain measures

- **Mask**
- **Distance (6')**
- **Gathering**
- **Travel**
- **Dining**
COVID-19 Vaccine Policy

- COVID-19 vaccination is mandatory for all faculty, researchers, staff and students, unless a religious or medical exemption is granted. New hires beginning September 9th must be vaccinated as a condition of employment.

- International students unable to complete their vaccine regiment will be able to receive their vaccine upon arrival to campus. They will not be impacted by the August 2nd deadline, but will have additional requirements (wearing a face covering and testing) until fully vaccinated.

- All vaccines that have received either Emergency Use or Full Authorization by the US Food and Drug Administration or the World Health Organization will be accepted.

- Effective for the Fall Term 2021, any individual who has not submitted their vaccination documentation or has not received an approved medical or religious exemption will have a red pass on the ReopenCU app and will not be eligible to be on campus until cleared.
If you have additional questions about the vaccine policy, please check the resources below and Frequently Asked Questions on the COVID-19 Resource Guide

• Use the COVID-19 website or the ReopenCU app to upload documentation or request an exemption

• For details on how to upload documentation, see the Resource Section at the end of this training

• More information about the vaccine policy

• FAQs Regarding COVID-19 Vaccination
  a. Vaccine Requirements (which vaccines, who, documentation, etc.)
  b. Getting Vaccinated (who, where, cost, etc.)
  c. Post-vaccination (masking, social distancing, Covid testing, etc.)
  d. About the Vaccines (types, how they work, efficacy, safety, etc.)

• For vaccine-related inquiries, email vaccineinfo@columbia.edu
The Compact is a reciprocal pledge of mutual responsibility. It applies to all faculty, researchers, staff and students in the Columbia University community.

- The University commits to work assiduously to keep the campus safe
- Each affiliate undertakes to follow relevant rules in the interest both of individual and collective health
- At all times, *including when off campus*, all Columbia community members are expected to follow the Compact.
- Must be signed via an electronic link which can be found on the daily symptom check app [here](#)
- For more information, see "[FAQs About the Compact Requirements](#)"
Faculty, researchers, staff and students will be asked to digitally sign the revised compact by **August 16, 2021, even if signed previously**.

As signatories of this compact, each of us commits to:

- Get vaccinated (or have an approved medical or religious exemption)
- Complete Columbia’s symptom tracker app every day before coming to campus or leaving a campus residence hall, and stay home when sick
- Continue to follow basic health precautions including frequent handwashing/sanitizing
- Comply with any requirements to use face coverings or physical distancing
- Respect that there may be Columbia affiliates who choose to wear face coverings, or physically distance, when not required and that no judgments or assumptions should be made with respect to these individuals
- Follow signs and guidance posted throughout campus spaces and buildings
- Participate in testing, contact tracing, and isolation and quarantine protocols, when required
- Follow all University policies and procedures

**COVID-19 Health Compact**
Each of us has the responsibility to follow through on these commitments and the right to expect the same from others and from the University.

The University pledges to do its part, by:

- Providing proper air circulation and maximum air filtration in Columbia buildings
- Employing rigorous cleaning throughout all campuses
- Developing and carrying out symptom tracking
- Training all community members on Columbia’s health policy and guidance
- Supporting COVID-19 vaccination, testing, contact tracing, quarantine, and isolation
- Sharing information in a prompt and consistent manner
- Providing other health and well-being supports for the University community (e.g., face coverings, hand sanitizer, flu shots)
Faculty, researchers, staff and students who return to campus are required to obtain a single, initial “Gateway” COVID-19 PCR diagnostic test and participate in ongoing surveillance testing.

### Initial Gateway Testing
*Required*

- A COVID-19 PCR gateway test is **required** to be provided by the Columbia Testing program. For fully vaccinated individuals, there will be a window for gateway testing when access to campus is allowed pending the result. Thereafter, access to campus is allowed only when the test completion is reflected on the ReOpenCU app (generally less than 72 hours).

### Ongoing Surveillance Program
*Required*

- On a weekly basis, the University randomly selects a sample of those who are on campus to participate in ongoing surveillance testing.
- For vaccinated individuals: If selected, you are **required** to participate in the weekly random surveillance testing program. You will be notified by email if you are selected.
- For those with vaccine exemptions: Weekly testing is **required**.
- Ongoing wastewater surveillance.

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*For all Columbia Affiliates, Gateway Testing is required for anyone accessing campus for the first time after January 4, 2021*
Participate in the Columbia University Testing Program

Gateway and Ongoing Surveillance Testing are required for faculty, researchers, staff, and students who are returning to campus.

**Important Reminders:**

- Please do not come to one of the Columbia Testing Locations if you are having symptoms; contact your provider or seek testing at city locations.
- Gateway tests must be conducted at a Columbia University location; tests performed at any other location will NOT fulfill the campus testing requirement.
- The Columbia COVID-19 Testing Program is available only to Columbia faculty, researchers, staff, and students.
- There is no cost to you for this testing.

**To Arrange a Test Appointment:**

- Visit: [https://secure.health.columbia.edu](https://secure.health.columbia.edu)
- Testing is available by appointment only.
- Walk-ins will not be accepted.
- Multiple testing locations and campuses.
Note: All individuals, including those who are fully vaccinated, will need to continue to participate in the University surveillance testing program; gateway testing is only required for persons who have not accessed campus since January 2021.

The "Lenel" card swipe access system is used to access buildings on campus, and it is integrated with the daily attestation including ongoing surveillance testing compliance.

Those who are not compliant will receive a red pass and they will not have access to campus.

Additional ongoing surveillance testing includes:

- Weekly testing of unvaccinated affiliates
- Random sampling of all vaccinated affiliates
- Ongoing wastewater surveillance
# Travel, Testing, and Quarantine Requirements

Please check the COVID-19 Resource Guide for updates on the most current travel guidance.

<table>
<thead>
<tr>
<th>Domestic Travel</th>
<th>International Travel</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fully Vaccinated Individuals</strong></td>
<td><strong>Fully Vaccinated Individuals</strong></td>
</tr>
<tr>
<td>[Vaccinated]</td>
<td>[Vaccinated]</td>
</tr>
<tr>
<td>• Avoid travel to high COVID-19 incidence locations</td>
<td>• Obtain required approvals</td>
</tr>
<tr>
<td>• Not required to test or quarantine</td>
<td>• Required to test within 3 days before travel and on day 3–5 after return</td>
</tr>
<tr>
<td></td>
<td>• Not required to quarantine</td>
</tr>
<tr>
<td><strong>Unvaccinated Individuals</strong></td>
<td><strong>Unvaccinated Individuals</strong></td>
</tr>
<tr>
<td>[Test] [Quarantine]</td>
<td>[Test] [Quarantine]</td>
</tr>
<tr>
<td>• Avoid travel to high COVID-19 incidence locations</td>
<td>• Obtain required approvals</td>
</tr>
<tr>
<td>• Recommend test 1-3 days prior to and 3-5 days after travel</td>
<td>• Required to test within 3 days before travel and on day 3–5 after return</td>
</tr>
<tr>
<td>• Recommend quarantine (7 days if tested on day 3-5 or 10 days without a test)</td>
<td>• Not required to quarantine</td>
</tr>
<tr>
<td>• Avoid people with higher risk for severe disease for 14 days</td>
<td></td>
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</tbody>
</table>
ReopenCU: My Checklist Required Protocols

Access to campus is not permitted to those who have not completed the required elements outlined in the “My Checklist” section. The boxes in the ReopenCU app are automatically updated after you complete the safety requirements.

My Checklist

- I have signed the Compact ([Show/Hide Compact](#)).
- My training ([student, faculty/staff](#)) is completed.
- I have met the University’s COVID-19 [testing requirements](#).
- I have complied with the University’s COVID-19 vaccination requirement ([student, faculty/staff](#)).
## My Checklist Requirements and Deadlines

<table>
<thead>
<tr>
<th>Deadline</th>
<th>My Checklist Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 2</td>
<td>- I have complied with the University’s COVID-19 vaccination requirement</td>
</tr>
<tr>
<td>August 16</td>
<td>- I have signed the Compact</td>
</tr>
<tr>
<td>September 1</td>
<td>- My training is completed</td>
</tr>
<tr>
<td>September 9</td>
<td>- I have met the University’s COVID-19 testing requirements</td>
</tr>
</tbody>
</table>

### Fall 2021 Requirement

Faculty, researchers, staff and students who are accessing campus were required to get a COVID-19 vaccination, upload vaccine documentation or apply for a medical or religious exemption by August 2, 2021.

Faculty, researchers, staff and students are required to digitally sign the revised compact by August 16, 2021, even if signed previously.

Faculty, researchers, staff and students who **have not previously taken the training in 2020 or 2021** are required to complete it by September 1, 2021.

Faculty, researchers, staff and students who are accessing campus for the first time since January 4, 2021, are required to complete a Gateway PCR test on campus prior to September 9, 2021.
All faculty, researchers, staff, and students are required to complete the daily attestation everyday before coming to campus. Access is not permitted to those who do not complete the daily attestation or receive a red pass. Without a green pass, swipe access is disabled and officers at Public Safety posts will not permit access.

The attestation can be completed online, or by using a mobile device app, ReopenCU, or via kiosks on campus. Note: There are additional questions within each item and selecting these items does not automatically generate a red pass.

The following questions must be answered each day to access campus.

To the best of your knowledge, select any of the following:

- You have experienced any symptoms of COVID-19 in the past 14 days (fever, cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, muscle pain, sore throat, abdominal pain/diarrhea, new loss of taste or smell, or other symptoms of COVID-19)
- You knowingly have been in close or proximate contact in the past 14 days with anyone who has tested positive for COVID-19 or who has had symptoms of COVID-19
- You tested positive for COVID-19 in the past 14 days
- None of the above
Before Leaving for Campus

Self-monitor for COVID-19 symptoms. Stay home if you are experiencing symptoms.

Self-monitor and complete Daily Attestation

If Sick, Stay Home
Notify your supervisor or academic advisor/School

COVID-19 Symptoms

- Cough
- Fever
- Chills
- Muscle pain
- Shortness of breath or difficulty breathing*
- Sore throat
- New loss of taste or smell
Getting to Campus

When off campus, all Columbia community members are expected to follow city and state public health requirements, including for face covering and physical distance.

When using mass transit or in public:

- Adhere to the Compact
- Wear a face covering (when required)
- Maintain physical distancing (if feasible)
- Avoid touching your eyes, nose and mouth

The Compact applies to activity on and off campus
Throughout the Day: Face Coverings

Face coverings:

• **Currently, all individuals, regardless of vaccination status, must wear face coverings in indoor campus spaces, including classrooms**

• Everyone must wear a face covering over the nose and mouth at all times in indoor settings in Columbia facilities, except when alone in a private office or in an enclosed room with the door closed.

• Faculty and instructional staff may teach without a face covering, provided that they maintain 6 feet of distance from their students. Face coverings must be replaced as soon as the class finishes.

• **Unvaccinated individuals must wear face coverings both indoors and outdoors**

• Outdoors, fully vaccinated people do not need to wear face coverings at any time

**Note:** Please refer to the University’s [COVID-19 Resource Guide](https://www.columbia.edu/cu/coronavirus/resources) for the most current safety requirements. These may change subject in response to changing conditions, in accordance with the [COVID-19 Monitoring Plan](https://www.columbia.edu/cu/coronavirus/about/monitoring-plan).
Throughout the Day: Physical Distancing

Physical distancing:

• Fully vaccinated persons do not need to physically distance except when eating indoors
• Outdoors vaccinated people are not required to distance
• Unvaccinated persons are always required to be physically distant, whether indoors or outdoors, if feasible

Note: Please refer to the University’s COVID-19 Resource Guide for the most current safety requirements. These may change subject in response to changing conditions, in accordance with the COVID-19 Monitoring Plan.
Columbia University has established its own highly trained Contact Tracing team. It is notified and engaged when there is a positive COVID-19 case on campus.

### What Does the Contact Tracing Team Do?
- Quickly identify, contain, and suppress transmission of SARS-CoV-2
- Individuals who are diagnosed with COVID-19 will be asked about people with whom they have had close contact (as defined by the CDC) while they may have been infectious
- Without revealing the identity of the person diagnosed with COVID-19, the team will notify these contacts of their potential exposure
- Collected information is strictly confidential

### Important Reminders:
- If you have tested positive for COVID-19 using an outside provider, email covidtesttrace@columbia.edu
- Please cooperate with the Contact Tracing team if you are contacted
- Your school or department will be notified in the event of a positive COVID-19 case
- For vaccine-related inquiries, email vaccineinfo@columbia.edu

**NOTE:** If the Contact Tracing Team does not notify you, and you have not otherwise been notified by a public health authority, you have not been deemed a close contact and you do not need to quarantine.
<table>
<thead>
<tr>
<th><strong>Return to Campus After COVID-19 Symptoms</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>What is the clearance process for return to campus after receiving a red pass due to experiencing any symptoms of COVID-19?</strong></td>
</tr>
<tr>
<td><strong>After September 9, return protocol after symptoms is the <strong>same regardless of vaccination status</strong>:</strong></td>
</tr>
<tr>
<td><strong>Anyone with symptoms should consider staying home until symptoms have resolved</strong></td>
</tr>
<tr>
<td><strong>Anyone with respiratory symptoms should wear a mask while symptomatic and for 48 hours after resolution of symptoms</strong></td>
</tr>
<tr>
<td><strong>If symptoms do not resolve or worsen, or if there is an exposure history to COVID-19, recommend getting COVID tested prior to return to campus</strong></td>
</tr>
<tr>
<td><strong>Influenza vaccine will be mandated for students and CUIMC patient-facing employees, and strongly encouraged for all other faculty and staff</strong></td>
</tr>
</tbody>
</table>
Exposure as Close Contact of COVID-19 Case

When contact tracing is initiated for someone who has tested positive for COVID-19, you will be deemed a close contact if you have been:

- **Within 6 feet for over 10 minutes in a single instance** or
- **Within 6 feet for a cumulative time of 15 minutes or more within a 24-hour period**

**For non-vaccinated individuals:**
- You will be notified and given instructions on quarantine (for up 10 days after last contact with the infected individual) and testing negative at day 3 - 5

**For asymptomatic individuals who have been vaccinated:**
- You are not required to quarantine after exposure if you are fully vaccinated (more than 2 weeks after the second dose for 2-dose vaccines; more than 2 weeks after vaccination for 1-dose vaccines)

While not required to quarantine, **vaccinated individuals must still:**
- Get tested 3-5 days following a known exposure to someone with suspected or confirmed COVID-19
- Wear a mask in public indoor settings for 14 days after exposure or until a negative test result
- Monitor for symptoms for 14 days
- Immediately self-isolate if any symptoms develop and report the symptoms to covidtesttrace@columbia.edu
How do I get cleared to return to campus after being diagnosed with COVID-19 or testing positive for SARS-CoV-2 (COVID-19)?

Follow your healthcare provider’s instructions regarding isolation and care for yourself.

If an individual is diagnosed with COVID-19, or has received a positive COVID-19 test, they cannot return to campus until:

- At least 10 days have passed since the date of the first symptoms; and
- Symptoms are improving; and they have been fever-free for at least 24 hours without use of fever-reducing medications; and
- For faculty, researchers and staff: Leave Management has confirmed they are authorized to return to work
- For students: a clinician or contact tracer has confirmed that isolation is complete

Additional details available in the ReopenCU COVID-19 Symptom Self-check App – Red Screen Policy
Current Event and Gathering Guidance

**Academic:**
No capacity thresholds

**Administrative and Other Teams:**
Indoor: 250, Outdoor: 500

**Social or Extracurricular:**
Indoor: 25, Outdoor: 50

**Other Gatherings** (Conferences and Other Events that include non-Columbia affiliates):
Restricted

In addition, the University has [space use guidelines](#). Instruction, campus scholarly activities (including research and library access), as well as student life, will have the highest priority. By contrast, most conferences and external speaker series will remain virtual through the fall.

**Note:** Please refer to the University’s [COVID-19 Resource Guide](#) for the most current safety requirements. These may change subject in response to changing conditions, in accordance with the [COVID-19 Monitoring Plan](#).
**Fall 2021: Dining Guidance**

**Outdoor dining is preferred over indoor dining in all cases.** However, if outdoor arrangements are not feasible the below guidance should be followed.

| Eating Outdoors | Vaccinated individuals not required to distance  
<table>
<thead>
<tr>
<th></th>
<th>Unvaccinated individuals required to distance (6 feet apart)</th>
</tr>
</thead>
</table>
| Eating Indoors  | All must maintain 6-feet distance  
| (applies to both vaccinated and unvaccinated) | Eating in break room, conference room, or office with distancing (6 feet)  
|                 | Eating at workstations permitted with distancing (6 feet)  
|                 | Minimize mask removal while eating when in presence of others  
|                 | Eating at laboratory benches is not permitted as a general rule |

**Student Specific Guidance**

Students need to adhere to the above guidance, as well as the following:

- Dining halls restricted to grab-and-go service or distanced seating
- Cafes restricted to grab-and-go service or distanced seating
- Eating indoors with distancing (6 feet) or alone in living space
- Class or faculty-sponsored meetings in off-campus restaurants not permitted
Visitor Guidelines for Fall 2021

For Fall 2021, some restrictions are still in place, but others are lifted. Below are a few highlights from the updated policy. Read the full Visitor Policy.

**Visiting Faculty, Visiting Officers of Research, and Adjuncts**: Visiting faculty, visiting officers of research, and adjunct faculty who are teaching and/or approved for essential on-site research of any duration, are excluded from the current visitor restrictions. These visitors must comply with University health and safety policies, including mandatory vaccination and/or testing pending updated campus guidelines.

**Guest Speakers, Lecturers, and Panelists**: Granting access to occasional guest lecturers or speakers must be done prudently. Their presence should be virtual unless it is deemed necessary to a course, an academic program, or a research endeavor.

**Visitors to Columbia Undergraduate Residential Buildings**: Visitors to undergraduate residence halls by non-affiliates of the University will be prohibited until further notice. Residents will be able to host other Columbia undergraduates with active CUIDs as guests in residence halls. Occupancy restrictions for gatherings must be followed.

**Other Visitors**: Contractors and non-academic visitors with official business with Columbia who require access to our facilities will be permitted access based on written approval from the appropriate dean, or department head that such in-person access is necessary. These individuals must comply with symptom attestation. If access is sought for more than four days over the course of a semester, it is strongly recommended that the individual must also be vaccinated. Contractors who engage with students or patients will be required to be vaccinated. Evidence of vaccination will need to be provided.
# Summary of Current State

**Low Risk Level**  
(Yellow)

**Note:** Please refer to the University’s [COVID-19 Resource Guide](https://example.com) for the most current safety requirements. These may change subject in response to changing conditions, in accordance with the [COVID-19 Monitoring Plan](https://example.com).

## Testing
- Require Gateway testing
- Weekly mandatory testing of unvaccinated affiliates
- Increased random sampling of all vaccinated affiliates
- Wastewater surveillance, targeted testing if spike detected

## Face Coverings
- **Indoors:** Masking by vaccinated and unvaccinated persons
- Unvaccinated persons may distance if feasible

## Physical Distancing
- **Outdoors:** Vaccinated persons not required to mask or distance
- Unvaccinated persons required to mask and may distance if feasible

## Dining
- Observe distancing when eating
- Outdoor venues preferred
- “Grab and go” or distanced seating

## Gatherings
- Academic: No capacity thresholds
- Administrative and Other Teams: Indoor: 250, Outdoor: 500
- Social or Extracurricular: Indoor: 25, Outdoor: 50
- Other Gatherings (Conferences and Other Events): Restricted

## Travel
- University Travel Policy in place
Key Takeaways

- **We are all critical role models** for each other – we are relying on you to send the right message to our community

- **Face coverings are required indoors.** Please remind those who are not wearing a face covering or wearing it improperly
  - Exception: Faculty and instructional staff may teach without face coverings with physical distancing
  - Unvaccinated individuals must wear face coverings both indoors and outdoors

- **Outdoor dining is preferred over indoor dining in all cases.** For eating indoors, physical distancing is required. At this time, all dining services are “grab and go” or distanced seating

- For all individuals, vaccinated or unvaccinated, it is strongly recommended that you avoid traveling to states with high COVID-19 case incidence rates. It is strongly recommended that unvaccinated individuals should defer travel.

- At all times, including when off campus, all Columbia community members are expected to follow the Compact.
Resources for the Vaccine Policy

There are several resources available to help understand the vaccine requirement and submit your information. Please check [covid19.columbia.edu](http://covid19.columbia.edu) for the latest information.

### Video Demonstration

**Watch Vaccine Attestation Tutorial**

![Vaccination Attestation Tutorial]

- How to Download the ReopenCU App
- How to Attest Your Vaccination Status Using the ReopenCU App
- How to Request a Medical or Religious Exemption

### Step-by-Step Instructions

**Review Upload Instructions**

Vaccine Documentation Upload Instructions

Follow these instructions to upload vaccination documentation.

**What You Should Know**

Acceptable proof of vaccination includes, but is not limited to, the following:

- CDC COVID-19 Vaccine Card
- WHO Vaccine Booklet
- Documentation provided by a healthcare professional/organization/country

- Step-by-step instructions on how to upload your vaccine documentation
- Faculty and Staff
- Morningside and CUIMC Students
- Where to Get Help

### Get Vaccinated

**Check Vaccine Info Table**

For those who have not yet been vaccinated, there is a list of vaccination resources available, which includes instructions on how to sign up for a vaccine appointment at Columbia.
Support is Available

Refer to the “Where to Go With A Concern” section on the homepage of the COVID-19 Resource Guide for the Columbia Community. (The image below does not have hyperlinks.)

For general questions or comments about University COVID-19 policies, and to receive guidance on testing, contact tracing, isolation, and quarantine, email covidresource@columbia.edu
Where to Go With A Concern: Additional Resources

Refer to the “Where to Go With A Concern” section on the homepage of the COVID-19 Resource Guide for the Columbia Community. (The image below does not have hyperlinks.)

Non-adherence to Safety Protocols
You can contact Public Safety:
Morningside: 212-854-2797
Manhattanville: 212-853-3301
Medical Center: 212-305-8100 or 212-305-7979

Reports by and About Students
Use the “Report an Incident” button at the top of the University Life website, report through Student Conduct and Community Standards, or contact student affairs staff in each school.

Reports Regarding Faculty or Staff
- Go to your department chair or dean of faculty affairs
- Speak with your supervisor or Human Resources
- Report anonymously with the University Compliance hotline

Discrimination and Harassment
We are all responsible for creating and maintaining an environment built on respect and free from discrimination and harassment. Learn how to file a report.

Contractor Violations

Off-campus Violations
Community members can report a violation online or by calling:
- Morningside Heights 212-854-2797
- Manhattanville 212-853-3301
- Washington Heights 212-305-8100

Additional Resources
Each school and unit has designated a COVID-19 Safety Coordinator. In addition, Research Ramp-Up Ambassadors help facilitate issues specific to the research community.
- Find your Safety Coordinator
- Find your Research Ramp-up Ambassador
Safety Coordinators and Research Ramp-Up Ambassadors

Each school and unit has designated a COVID-19 Safety Coordinator. In addition, Research Ramp-Up Ambassadors help facilitate issues specific to the research community.

Find your Safety Coordinator and Ambassador at covid19.columbia.edu.
We are grateful for everything you are doing to keep our campus safe.

Please keep checking the COVID-19 Resource Guide for the Columbia Community for updates!
Attestation in Rascal

Please click "Take Test" on the Rascal Course Overview screen. Before receiving credit for completion of this module, you will be asked to attest to the following:

I attest that I understand the requirements for returning to on-campus activity at Columbia University.

For those who may require additional accessibility assistance, please contact disability@columbia.edu.
Resource Section

How to Get the ReOpenCU App
Completing the Daily Attestation
“My Checklist”/Required Protocols
Upload your Vaccine Documentation
Apply for a Vaccine Exemption
Where to Go with a Concern
Watch the Vaccination Attestation Video Tutorial

How to Download the ReopenCU App

How to Attest Your Vaccination Status Using the ReopenCU App

How to Request a Medical or Religious Exemption Using the ReopenCU App
ReopenCU App: How to Get It

Download the ReopenCU App: https://covid19.columbia.edu/app

- The first time you use ReopenCU, the app will request permission to use location services. Enabling location services is voluntary but will improve contact tracing at Columbia by providing access to the SSID of your wireless network connection. Data will only be collected when the app is open, and you are connected to a Columbia wireless network.

- Make sure you are using the latest version by updating in the App Store or Google Play.

ReopenCU is available for download from the App Store for iOS devices and Google Play for Android devices. Visit the Symptom Self-checking page for information about the daily attestation questions.

- Open the app and log in with your Columbia UNI and password.

If you need assistance with the app, contact the CUIT Service Desk: Submit a ticket, email askcuit@columbia.edu, or call 212-854-1919.
Completing the Daily Attestation

- The Attest tab provides the daily symptom check.
- The questions come from the New York State Interim Guidance For Higher Education Research During the Covid-19 Public Health Emergency and can be read by clicking on the link at the bottom of the symptom check form.
- Answer the questions and click "Submit".
Completing the Required Protocols

On the “Attest” tab, go to the “My Checklist” section

The boxes in the ReopenCU app are updated once you finish the compliance steps

The app allows you to digitally sign the compact; select “Show/Hide Compact”. Once you select "I Agree", the app will remember your choice

Once you have completed the appropriate safety training, the app will update to reflect this change, but this process can take up to an hour, so plan accordingly

After you have taken a Columbia Test and Trace program COVID-19 test, the app will also reflect this information
Refer to the step-by-step instructions on how to upload your vaccine documentation

1. Take a picture of your documentation and save it to the phone or computer you will use to upload the documentation. Acceptable formats are jpg, jpeg, png, and pdf

2. Go to the upload documentation page and log in with your UNI. If you have already uploaded complete documentation, you will see a checkbox on your checklist. If you only submitted a partial vaccination record the first time (one shot of a two-dose vaccine), you can click the "faculty/staff" link and upload a second file with evidence of your complete vaccination status

3. Enter the date(s) of your vaccine(s) and select the vaccine you received. If the vaccine you received is not on the list, choose the "Other" option

4. Click the "Choose file" button and select the documentation file from your device

5. Click the "submit" button

6. The next screen should confirm that your submission was uploaded properly. Human Resources will verify your vaccine record.

Note: You will be contacted only if there is a question or issue with the documentation submitted
ReopenCU App: Upload your Vaccine Documentation

1 Uploading your Vaccine Documentation
Step 1 of 3

On the Attest tab, in the My Checklist section, in the last check box for vaccination compliance, click the link for "faculty/staff" or “student”, depending on your status.

Watch the tutorial
ReopenCU App: Upload for Faculty and Staff

2 Step 2 of 3

Employees will see a form that asks for basic data about vaccination.

Allows uploading of one documentation file in either jpg, jpeg, png, or pdf format.

Employees attest that the information is accurate and authentic.

Note: You will receive an error message if do not enter the first date and vaccine type and/or do not upload a document.
Upon providing the requested information, you will receive a confirmation note.

**Confirmation**

Thank you for submitting your COVID-19 vaccination documentation. Please note that all documentation submitted is subject to review.

Should an issue be found with the documentation submitted, you will be notified and provided with additional instructions on how to correct the error.

If you submitted documentation of partial vaccination (one dose of a two-dose vaccine), please ensure that you log back in once you have received your second dose and upload the completed vaccine documentation.

Click here to Submit new Attestation
Apply for a Vaccine Exemption

Step 1 of 3

On the Attest tab, in the My Checklist section, in the last check box for vaccination compliance, click "faculty/staff" link.

My Checklist

- I have signed the Compact (Show/Hide Compact).
- My training (student, faculty/staff) is completed.
- I have met the University’s COVID-19 testing requirements.
- I have complied with the University’s COVID-19 vaccination requirement (student, faculty/staff).

Step 2 of 3

At the bottom of the form, select:

“I am requesting a medical or religious exemption”

Select Submit.

The employee will be directed to a page that provides information on how to submit the exemption request.
Apply for a Vaccine Exemption

• The employee will complete the relevant form and submit the form, along with the required documentation as per the instructions on the ReopenCU app.

• The review process will take approximately 15 days.

Medical Exemption Request Form

Religious Exemption Request Form
Step-by-Step Instructions

1. Go to secure.health.columbia.edu and log in with your UNI
2. Select "Medical Clearances" from the left-hand menu
3. In the line labeled "COVID-19 vaccine", click "Update"
4. In the popup box, enter the date(s) of your vaccine(s) and select the vaccine you received. If the vaccine you received is not on the list, choose the "COVID19NOS" option
5. Click "Done", after which you will be returned to the Medical Clearance section to upload your vaccine documentation
6. Enter the vaccination dates and select "Update" next to Immunization Record
7. Select "Upload" and attach the documentation file. Accepted formats are gif, jpg, png, and pdf. There is a 4 MB file size limit
8. If the item is legible, click the "Looks Good" button; then click the "Save" button
9. After you upload and submit your entry, Columbia Health verify your vaccine record. Allow at least 15 business days for processing and verification
Step-by-Step Instructions

1. Read the pre-registration instructions requirements

2. Go to portal.studenthealth.cuimc.columbia.edu and log in with your UNI

3. Follow the instructions on the portal. Note that this immunization documentation is not listed on the current pre-registration forms
Support for Uploading Vaccine Documentation

• If you work or study on the Morningside campus and encounter a problem uploading your documentation, contact the CUIT Service Desk by emailing askcuit@columbia.edu or calling 212-854-1919.

• On the CUIMC campus, contact the CUIMC Service Desk at 212-305-4357 (x5-Help).

• You can also read the vaccine FAQs or email covidresource@columbia.edu.